



OFFICE OF PUBLIC INSTRUCTION

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Linda McCulloch
Superintendent

December 12, 2003

Dear Even Start Coordinators:

The Montana Office of Public Instruction Even Start Plan requires the state to ensure that Continuation Grants be awarded **only** if the current project demonstrates progress in meeting Montana Even Start Family Literacy Program Performance Indicators (federally approved July 1, 2001), and progress in meeting individual Program Goals. Montana has two points of collection each year for this report. The first, the Mid-Year Report, is due January 15, 2004; the second, the Year-End Report, is due July 15, 2004. The Montana Even Start Evaluator, Chris Kuschel, distributed the 2003-2004 Montana Even Start Program Mid-Year Reporting Form at the Montana Even Start All Staff Meeting in Livingston, Montana, on October 3, 2003. The Form is also posted on the Even Start website, <http://www.opi.state.mt.us>, along with the Montana Even Start Program Participant List (chart/grid).

No later than January 15, 2004, please send: (a) the completed 2003-2004 Even Start Mid-Year Reporting Form and (b) the completed 2003-2004 Even Start Program Participant List (chart/grid) to:

**Chris Kuschel
Montana Even Start Evaluator
6990 Linda Vista Blvd
Missoula, MT 59803.**

Do not hesitate to contact me if you have questions regarding these application pages or if you have questions regarding your project. I may be reached at 406 444-3083; my email address is jmorris@state.mt.us.

Sincerely,

Joan Morris
Montana Even Start Program Coordinator